

2 South Main Street  
P.O. Drawer 1002  
Camden, DE 19934  
(302) 697-2299  
(302) 697-9115

## TOWN OF CAMDEN Land Use Department

### CERTIFICATE OF OCCUPANCY COMPLETION REQUEST FORM

Request Date \_\_\_\_\_

Permit # \_\_\_\_\_

- ☐ Residential  
☐ Dwelling  
☐ Accessory  
☐ Interior Finish

- ☐ Commercial  
☐ Building Shell  
☐ Complete Building  
☐ Temporary Certificate of Occupancy

Project Address \_\_\_\_\_ Bldg \_\_\_\_\_ Suite # \_\_\_\_\_

Project Name \_\_\_\_\_

Occupancy Type \_\_\_\_\_ Occupancy Load \_\_\_\_\_

Use Classification \_\_\_\_\_

General Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Building Owner \_\_\_\_\_ Address \_\_\_\_\_

Requested By \_\_\_\_\_ Phone \_\_\_\_\_

(Please print clearly)

#### *To be completed by Land Use Department Staff*

Inspection	Date Final Inspection	Inspection Performed by	Released (Y/N or NA)
Certificate of Occupancy			
Electrical (Final)			
Plumbing (Final)			
Kent Conservation (Final)			
Board of Health			
Fire Marshall			
Termite Inspection			

*All requests must be accompanied with a fee of \$55.00 for the final inspection. Request will be processed within 48 hours. Additional information may be necessary to approve Certificate of Occupancy.*

(Office Use Only)

Date Received \_\_\_\_\_ Received by \_\_\_\_\_

Paid ( ) Check No. \_\_\_\_\_ Cash ( ) Visa ( ) MC ( ) DR ( )

Fee Collected by \_\_\_\_\_

Total Fee Due \$55.00